

**NOTICE OF INTENT TO CHANGE THE LOCATION  
OF A CONSUMER FINANCE OFFICE**

**Bureau of Financial Institutions  
State Corporation Commission  
1300 East Main Street, Suite 800  
Post Office Box 640  
Richmond, Virginia 23218-0640**

**INSTRUCTIONS**

In addition to this application, please submit the following:

1. A check for \$250, payable to the Treasurer of Virginia.
2. A scaled map showing the present and proposed locations.

Pursuant to the provisions of Section 6.1-269.1 of the Code of Virginia, \_\_\_\_\_  
(Name of Licensee)

\_\_\_\_\_  
(Mailing Address)

hereby gives notice to the State Corporation Commission of its intent to move its consumer finance office now

located at \_\_\_\_\_  
(Mailing Address)

to \_\_\_\_\_  
(Mailing Address of Proposed Office)

The existing office is physically located in \_\_\_\_\_ and the proposed  
(City or County)

office is physically located in \_\_\_\_\_.  
(City or County)

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**CERTIFICATION**

The undersigned certifies that he/she has executed the foregoing notice under § 6.1- 269.1 of the Code of Virginia; that he/she has been duly authorized to execute and file such notice; and that to the best of his/her knowledge, information, and belief, the notice contains no misstatement of material fact and does not omit any material fact called for.

\_\_\_\_\_  
Name (Type or Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number/E-mail Address